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62-62431

Let Try 5-1-1

MEMORANDUM FOR : Acting Director of Central Intelligence

TO : Deputy Director (Support)

SUBJECT : Agency Sponsorship of Training at Non-Government Facilities for Employees on Duty Less than One Year

1. This memorandum suggests action on the part of the Acting Director of Central Intelligence. Such action is requested in Paragraph 4.

2. The Office of Scientific Intelligence has requested exemption from the requirement in the Government Employees Training Act that one year of Federal civilian service is necessary before the Agency may sponsor an employee's scientific and technical training at non-Government facilities (Tab A). Other Offices have also expressed need for waiver of this requirement.

3. At my request, the Office of the General Counsel reviewed the petition made by the Office of Scientific Intelligence. It is the General Counsel's opinion that training at non-Government facilities which is determined by the Director of Central Intelligence or his designee to be essential to intelligence activities may be authorized for civilian employees who have less than one year of current, continuous Federal service (Tab B).

4. To meet the Agency's critical training requirements through the waiver procedure, I recommend that you delegate to each Deputy Director the authority to determine whether such training of employees on duty less than a year is essential to intelligence activities. Affirmative determination by a Deputy Director as your designee will constitute authorization for my approval of the requested training.

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GROUP 1  
Excluded from automatic  
downgrading and  
declassification

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**SUBJECT: Agency Sponsorship of Training at Non-Government Facilities  
for Employees on Duty Less than One Year**

I have appended, for your signature, a memorandum to each of the Deputy Directors which will establish the authorization and approval mechanism (Tab C - 1, 2, 3, & 4).

MATTHEW BAIRD  
Director of Training

CONCURRENCE:

/s/  
Deputy Director (Support)

24 AUG 1962

Date

Attachments: Tabs A, B, & C

**Distribution:**

Orig - ADCI w/attachs A, B, C  
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OTR:RS/WLG/mpd/ (20 Aug 62)

Internal OTR: 1 - R/TR  
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